



CITY OF BOSTON, MASSACHUSETTS  
Thomas M. Menino, Mayor

**BOSTON ART COMMISSION**

## CALL TO ARTISTS

### PAINTBOX: Artists Take on City Utility Boxes

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**The Mayor's Office invites Boston artists to make art of overlooked urban forms.**

#### Project Overview

The PaintBox program, organized by the Boston Art Commission, is geared towards the recognition and celebration of local artists. Through PaintBox, artists are asked to paint City of Boston utility boxes with original designs. Once professionally painted, these utility boxes in neighborhood business districts will contribute to the vitality and attractiveness of the urban streetscape and deter graffiti.

#### Process

- Artists must be residents of the City of Boston.
- Up to 3 designs by each Boston artist will be considered.
- Selections will be made by the Boston Art Commission.
- Submissions will be considered under rolling admission and kept on file for future consideration.
- Artists will be notified if and when their designs are selected.

#### Honoraria

Participating Boston artists may receive a \$300 stipend from the City of Boston upon completion of their box. Artists are responsible for the cost of all materials required to complete and protect their artwork.

#### Design Guidelines

- Artwork must be original.
- Artists must avoid dark palettes in order to prevent boxes from overheating in the sun.
- Designs may be representational or abstract but must respond to the urban context and be appropriate given the location and audience.
- The text: City of Boston/Mayor Thomas M. Menino must be subtly incorporated into your design.
- Utility box size may vary; selected artists must be willing to adjust designs to their particular box.

Mayor's Office of Arts, Tourism and Special Events

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## PAINTBOX Application

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### Please submit up to 3 designs

Email completed application and appendices:

Subject: PaintBox

[karin.goodfellow@cityofboston.gov](mailto:karin.goodfellow@cityofboston.gov)

Or

Mail completed application and appendices:

PaintBox

Boston Art Commission

One City Hall Plaza, Room 802

Boston, MA 02201

Artist or Organization Name:

Neighborhood:

Mailing Address:

Phone:

Email:

Website URL:

### Application checklist

- ☐ Completed Application with artist signature (2 page form)
- ☐ Designs (up to 3), including color scheme and materials list (Appendix A)
- ☐ Artist statement of intent, description of concept and approach (Appendix B)
- ☐ Curriculum vitae (Appendix C, optional)

n.b. Please incorporate the text: City of Boston/Mayor Thomas M. Menino into your design. Also note the operational use of the boxes: hinges, vents, locks and keyholes cannot be painted over. Artists must avoid dark palettes in order to prevent boxes from overheating.

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### Other Items to Consider

- Preferences for specific boxes and/or neighborhood will be considered but cannot be guaranteed.
- The utility boxes must be scraped, cleaned and primed before the artists begin painting. We suggest taping over functional areas and spraying automobile primer.
- Only durable materials may be used in the creation of the artwork. Artists must avoid dark palettes in order to prevent boxes from overheating in the sun.
- Artists must supply their own water.
- Drop cloths should be used at all times while painting.
- Applied paint must not interfere with the operation of the box's hinges, vents and locks, in addition to the legibility of any cautionary text on the box.
- Artists are responsible for protecting their work from the elements and possible vandalism with a protective varnish and coating of wax (Butcher's Wax may be applied manually and buffed to a finish.)
- Passage on the sidewalk for pedestrians must be at all times maintained. Blocking traffic or lanes of the street may only be done in coordination with project staff and City officials.

### Terms of Agreement

All artists selected for PaintBox must agree to the following:

- The work submitted by the artist is original, solely owned by the artist and reproduction will not violate the rights of any third party. Since the artistic designs leading up to and including the final design and dimension of the artwork are unique, the artist shall not make any additional, exact duplicate reproductions of the final design and dimension, nor shall the artist grant to a third party, the right to replicate the artistic designs and dimensions of the artwork, without the written permission of the City.
- The accepted artwork developed under this contract shall be the exclusive property of the City of Boston.
- The artist grants to the City of Boston, an irrevocable license to make reproductions of the artwork and the final designs to be used in brochures, media, publicity and catalogs or other similar, publications.
- The artwork may be removed and/or destroyed at any time without notification of the artist to accommodate utility box replacement.

I am willing to waive the stipend for all boxes I am applying to paint: yes ☐ no ☐

I am willing to waive the stipend for additional boxes if I am granted a stipend for one box: yes ☐ no ☐

I understand that the City of Boston has the right to paint over my design if, in the future, the appearance deteriorates due to weather or vandalism.

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Artist Signature

Date

**Please contact Karin Goodfellow at [karin.goodfellow@cityofboston.gov](mailto:karin.goodfellow@cityofboston.gov) with questions.**

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## Appendix A

Please use this utility box template to illustrate your design proposal in color. Sketches must be submitted electronically or on standard 8 1/2" x 11" paper.

n.b. The dimensions of the template do not accurately represent all utility box dimensions; therefore, the proposed design must be adjustable.

Artist name:

Title:

## Materials:

Proposed site:

please feel free to include a photograph of the proposed box .

*Preferences for specific boxes and/or neighborhood will be considered but cannot be guaranteed.*

TOP

BACK

SIDE

FRONT

SIDE

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